

912 PROTECTION OF STATE-OWNED SCHOOL TRUST LANDS

A. STATE LAND BOARD LANDS CLASSIFIED FOREST FOR FIRE PROTECTION PURPOSES, OR LISTED IN STATE LAND LISTING.

These are the responsibility of DNRC for direct protection. Those lands inside USFS, BLM, or Flathead Reservation boundaries are protected by the state through contract with these agencies. Those lands inside state direct protection areas receive protection by state forces. Those lands classified as forest in cooperative counties receive protection by these counties.

B. STATE SCHOOL TRUST LANDS CLASSIFIED NON-FOREST FOR FIRE PROTECTION PURPOSES.

These lands are normally under lease to adjacent landowners. The lease specifies that the lessee must provide fire protection services. The Administrative Rules of Montana, Section 26.3.156, WEEDS, PESTS AND FIRE PROTECTION, specifically state that a lessee or licensee of state land shall keep the land free of noxious weeds and pests and assume responsibility for fire prevention and suppression necessary to protect the forage, trees and improvements. The lessee/licensee shall perform these duties at his own cost and in the same manner as if he owned the land.

In direct protection units (both forest fire districts and affidavit units), these lands are the responsibility of DNRC or its subcontractor. In state/county cooperative fire counties, **outside of direct protection units, the county provides protection to these lands.** In non-cooperative counties outside of direct protection units, fires on these trust lands are the responsibility of the lessee. Land offices should keep the State Duty Officer informed of fires on these lands, and the land office will assist the lessee upon approval of a request to the DNRC director.

The State is offsetting protection with the BLM and FWS for assistance on State lands in and around the C.M. Russell Game Range.

State and private lands are also being protected by the BLM in areas of the Custer and Lewis & Clark National Forests as a result of a protection offset exchange between the BLM and the USFS.

The State is protecting BLM land in the "Phillipsburg island" to offset the protection of State trust lands in a portion of the "ML" Lewistown Affidavit Unit north of the CM Russell National Wildlife Refuge.

The State is protecting USFWS land in western Montana to offset the protection of State trust lands on the CM Russell National Wildlife Refuge. (Specific National Wildlife Refuge and Waterfowl Production Areas are listed in the Statewide Annual Operating Plan)

ratio (for every 2 hours of work or travel, provide 1 hour of sleep and/or rest).

A 16-hour work shift may include compensable meal periods, but if meal periods are directed and taken, then only 15 hours in a 16-hour work shift will be compensated. Thirty-minute meal breaks do not count as rest periods and may not be used to extend shift lengths.

The Incident Commander or Agency Administrator must justify work shifts that exceed 16 hours and those that do not meet the 2:1 work-to-rest ratio. If 17 hours are recorded, even with meal breaks, then a justification will be documented in the daily incident records; documentation shall include mitigation measures used to reduce fatigue.

Work shifts that exceed 16 hours and/or consecutive days that do not meet the 2:1 work/rest ratio should be the exception, and no work shift should exceed 24 hours. However, in situations where this does occur (for example, initial attack), incident management personnel will resume 2:1 work/rest ratio as quickly as possible.

The Incident Commander or Agency Administrator (Line Officer) must justify work shifts that exceed 16 hours and those that do not meet the 2:1 work to rest ratio. Justification will be documented in the daily incident records. Documentation shall include mitigation measures used to reduce fatigue. The **Documentation of Length of Assignment Extension Requirements** found in **Annex D** of this Manual is an acceptable method of documentation.

The Time Officer's/Unit Leader's approval of the Emergency Firefighter Time Report (F 317 - OF-288), or other agency pay document, certifies that the required documentation is on file and no further documentation is required for pay purposes.

Agency driving policies and special licensing requirements will be followed.

The work/rest guidelines do not apply to aircraft pilots assigned to an incident. Pilots must abide by applicable Federal Aviation Administration (FAA) guidelines or agency policy if it is more restrictive.

Incident management personnel should address work and rest management in performance evaluations and ratings for all overhead, crews, and support personnel.

DNRC personnel accepting fire suppression assignments will meet the criteria specified within the Northern Rockies Interagency

- MAFFS.
- Long teams.
- Snacks available in camp.
- Major supplemental food ordering.
- Orders for overhead going out of Region (e.g., Texas check-in recorders).
- No local personnel assigned to dispatch.
- Downsizing IMTs as functions are completed.

D. INTERAGENCY FIRE TEAM COMMITMENT

DNRC has agreed to participate in the Northern Rockies Incident Management Teams (IMTs). DNRC includes local government personnel who participate on IMTs. The level of participation by DNRC needs to be based on the use of teams by DNRC on its protection (Direct and County Co-op Protection) Table 1 shows DNRC to utilize 14 percent of the IMT assignments from 1994-2003. Table 2 depicts a five-year average for the number of days teams were deployed with in the Northern Rockies Geographical Area, with DNRC hosting 9 percent of the use. In 2004 the Northern Rockies sponsored between 200 and 250 team members for the 2004 Fire Season. DNRC had an actual commitment of 30 people on Area Command, Type I or Type II IMTs, which represents 12 to 15 percent of IMT numbers and fulfills DNRC's obligation to IMTs.

Table 1
1994 - 2003 Year Totals
Northern Rockies Team Assignments within
the Northern Rockies G.A. by Using Agency

Incident #'s	Agency	Percentage
151	USFS	68%
32	DNRC	14%
6	IDS	3%
12	BLM	6%
16	BIA	7%
5	NPS	2%
222	TOTAL	100%

Table 2
Northern Rockies Team Assignments
5-Year Av. For # of Days Teams Were Deployed
within the Geographical Area by Agency

Agency	1999-2003 No. Days Deployed	5-Year Avg. Percent of Total Days
BIA	21	4%
BLM	11	2%
IDS	14	3%
DNRC	51	9%
NPS	9	2%
USFS	437	80%
	543	100.0%

The following information reflects what DNRC estimates its fair share should be in providing qualified personnel to interagency fire incident teams. This fair share is based on the amount of business DNRC requires from the existing fire teams.

Position Types	AC/Type 1	Type 2	Total DNRC
Team Member*	3	13	16
Alternate/Trainee*	2	12	14
Total:			30

*Local government forces are counted in these numbers

The goal that DNRC will try for in sharing the number of nominations to teams is as follows:

	<u>Qualified</u>	<u>Developmental</u>
• Forestry Division	3	2
• Northwestern Land Office	5	5
• Southwestern Land Office	4	3
• Central Land Office	2	1
• Eastern Land Offices	1	1
• Cooperative Counties	<u>2</u>	<u>2</u>
Total	17	14

E. FIRELINE TECHNICAL SPECIALIST REQUIREMENTS
(INCLUDING FALLERS, DOZER AND PATROL OPERATORS)

Northern Rockies Coordinating Group (NRCG) policy adheres to 310-1 standards (January 2000 version), in which state technical specialist personnel have the option of being line-certified when their skills are needed on the fireline. Introduction to the Incident Command System (ICS) (I-100); Firefighter Training (S-130); and Introduction to Fire Behavior (S-190) are required for line certification. Additionally, a physical fitness standard of “Light” and Standards for Survival are required. If a technical specialist is not line-certified, they may travel to the line when accompanied by a person who is line-certified, but must also meet the physical fitness standard of “Light” and have received Standards for Survival.

This policy may be met by 1) using agency line-certified and trained technical specialists; or 2) hiring technical specialists who have the necessary professional skills, meet the physical requirements, are provided Standards for Survival and have adequate supervision; or 3) hiring non-agency technical specialists who have the necessary professional skills and the line qualifications required by 310-1. Adequate supervision is attained by providing enough technical specialists to maintain the appropriate span of control or by providing line qualified individuals to accompany the technical specialists where the span of control is too large for the available technical specialists. Deployment of technical specialists on incidents without meeting the intent of one of these conditions is unacceptable in the Northern Rockies Geographic Area. All fireline technical specialists will be outfitted in full wildland personal protection equipment (safety hat, fire shirt, fire pants, fire shelter, etc.)

F. KEY MANAGEMENT POSITION TABLES (CONSISTS OF
QUALIFIED AND CAREER DEVELOPMENT INDIVIDUALS).

FORESTRY DIVISION

DNRC LIAISON	COUNTY FIRE ADVISOR	AREA OR UNIT LINE OFFICER	AREA FIRE PROGRAM MANAGER	FINANCE CHIEF/ INCIDENT BUSINESS ADVISOR	PUBLIC INFORMATION OFFICER	MAC GROUP REP.
Bush	Bush	Bush	Bush	*Giblin	*O’Bryant	Monzie
Monzie	Pilsworth	Kopitzke	Kopitzke	*O’Bryant	*Rosenthal	*Kopitzke
Kopitzke	Monzie	Monzie	Monzie	*Clark	Cross	
Pilsworth	Crosmer	Pilsworth		*Wood		
Klemann	Klemann					
* Wiederhold	*Wiederhold					

* Denotes developmental position.

NORTHWESTERN LAND OFFICE

DNRC LIAISON	COUNTY FIRE ADVISOR	AREA OR UNIT LINE OFFICER	AREA FIRE PROGRAM MANAGER	FINANCE CHIEF	PUBLIC INFORMATION OFFICER	MAC GROUP REP.
Turman	Bennett	Sandman	Poncin	Rothacker	Greer	Cassidy
Shotzberger	Glaspey	Poncin	Bennett	Byrd	Bill O'Brien (EFF)	Bennett
Poncin	Gemmell	Holmes	Turman	Hulett	*C. Cooley	Poncin
Gemmell	Poncin	Shotzberger	Cassidy	Beck		Sandman
Sandman	Copple	Gemmell	Sandman	Garrison		
Manning	Branine	Roberson	Wolf			
Hughes	Hughes	Manning				
Jones	Halford	Copple				
Holmes	Cassidy	Turman				
Glaspey	Turman	Branine				
Roberson	Poukish	Hughes				
Bennett	*Jones	*Poukish				
Gieseey		*Jones				
Cassidy						
Wolf						
Poukish						
Copple						
*Branine						

* Denotes developmental position (i.e., County Fire Advisor needs to be DIVS qualified per 1000 manual).

SOUTHWESTERN LAND OFFICE

DNRC LIAISON	COUNTY FIRE ADVISOR	AREA OR UNIT LINE OFFICER	AREA FIRE PROGRAM MANAGER	FINANCE CHIEF	PUBLIC INFORMATION OFFICER	MAC GROUP REP.
*Liane	Holden	Liane	Holden	Kurth	Storer	*Liane
Holden	Storer	Holden	Storer	*Fortunate	Hayes	Holden
Storer	Hayes	Storer	Hayes	*Powell	Costamagna	Storer
Hayes	Costamagna	Hayes	Costamagna	Ekstrom		Costamagna
Costamagna	Wallace	Costamagna	Wallace	Sundberg		Wallace
Wallace	C. Nelson	Wallace	Staedler			Staedler
Gelderman	*Hansen	Staedler	Hansen			Hansen
Hansen	Vaughn	Hansen	Vaughn			
Staedler	Cyr	Norris (u)	*Cyr			
Vaughn	Meyer	Vaughn (u)	*Meyer			
*Cyr	*Robbins	Cyr (u)				
*Meyer	*Kamps	*Meyer (u)				
Moore		Moore (u)				
		*Kamps (u)				
		*Gelderman (u)				
		*C. Nelson (u)				

* Denotes developmental position.

(u) Denotes Unit.

CENTRAL LAND OFFICE

DNRC LIAISON	COUNTY FIRE ADVISOR	AREA OR UNIT LINE OFFICER	AREA FIRE PROGRAM MANAGER	FINANCE CHIEF	PUBLIC INFORMATION OFFICER	MAC GROUP REP.
Vlahovich	Williams	Williams	*Vlahovich	Grady		Williams
Williams	Grady	Vlahovich	*Grady	Vlahovich		*Vlahovich
Grady	Vlahovich		Williams	*Keddish		
*Archie	*Hahnkamp		Archie			
	*Eneboe					
	*Archie					

* Denotes developmental position.

SOUTHERN LAND OFFICE

DNRC LIAISON	COUNTY FIRE ADVISOR	AREA OR UNIT LINE OFFICER	AREA FIRE PROGRAM MANAGER	FINANCE CHIEF	PUBLIC INFORMATION OFFICER	MAC GROUP REP.
Kurk	Dillon	*Dillon	Kurk	*Lang		*Dillon
Dillon	McKinney	*Kurk		*Kilky		*Kurk
	Guenther	Moore		*Wheeler		
	Kurk			Kurk		

* Denotes developmental position.

NORTHEASTERN LAND OFFICE

DNRC LIAISON	COUNTY FIRE ADVISOR	AREA OR UNIT LINE OFFICER	AREA FIRE PROGRAM MANAGER	FINANCE CHIEF	PUBLIC INFORMATION OFFICER	MAC GROUP REP.
Buhre	Roberts (Eff)	Rooney	Buhre	*B.Smith	L. Williams	
	Buhre	*Buhre				
	Crosmer	*B. Smith				
	Williams (EFF)	*Richards				
		*Dobler				

*Denotes developmental position.

EASTERN LAND OFFICE

DNRC LIAISON	COUNTY FIRE ADVISOR	AREA OR UNIT LINE OFFICER	AREA FIRE PROGRAM MANAGER	FINANCE CHIEF	PUBLIC INFORMATION OFFICER	MAC GROUP REP.
Strohmyer	Strohmyer	Strohmyer	Sanders			
Smith	Sanders		Smith		*Roe	

*Denotes developmental position.

DEPARTMENT HQ

DNRC LIAISON	COUNTY FIRE ADVISOR	AREA OR UNIT LINE OFFICER	AREA FIRE PROGRAM MANAGER	FINANCE CHIEF	PUBLIC INFORMATION OFFICER	MAC GROUP REP.
					Bushnell	

960 EQUIPMENT AND SUPPLIES

961 FIRE RESOURCE ORDER AND ACCOUNTABILITY REQUIREMENTS

A. RESOURCE PROCUREMENT AND RETURN

All requests for fire suppression supplies and materials will be submitted on the "Fire Incident Resource Order" F-903 and continuation F-903A during fire suppression activities. Please follow the instructions for completing this form. A great amount of time is being wasted on rechecking or trying to interpret what is being ordered when stock numbers, standard issue amounts, and unit of issue are not utilized on resource orders. Please utilize the appropriate information as listed in the National Wildfire Coordinating Group (NWCG) National Fire Equipment System Catalog, which has been provided to all users.

B. FIRE LOSS/USE RATE

Defined as all property and supplies lost, damaged, or consumed on an incident. It is calculated by subtracting inventory return from inventory issued. The Fire Loss/Use Rate is calculated on a dollar basis.

Categories of equipment and supplies are Consumable Supplies, Durable Goods, and Accountable Property.

1. **Consumable Supplies**--Those items normally expected to be consumed on the incident. Examples of consumable supplies are batteries, MREs, plastic canteens, cubi-tainers, forms, fuses, hot food containers, petroleum products, and miscellaneous medical supplies.

These items are considered consumable or expendable and are normally not expected to be returned to the source of issue.

Regardless, supplies in unopened and unused condition should be returned to the issuing fire cache.

2. **Durable Goods**--Those non-accountable items considered to have a useful life expectancy greater than one incident. Acceptable fire loss/use rates include items returned in broken/beyond repair status. Return of durable goods such as fire hose, fittings, hand tools, fire shirts, etc., should conclude within 30 days of incident closure.

Acceptable Fire Loss/Use Rates for the following durable goods have been established:

- | | | |
|----|--|----|
| a. | Water Handling Accessories | 6% |
| b. | Helicopter Accessories | 6% |
| c. | Tarps/Tents (2-Person and Wall) | 6% |
| d. | Camp Items (Heaters, Tables, Chairs, etc.) | 6% |
| e. | Tools (Shovels, Pulaskis, etc.) | 6% |
| f. | Hose (1", 1½", etc.) | 6% |
| g. | Backpack Pumps | 6% |
| h. | Cloth Sleeping Bags, Pads, and Cots | 6% |
| i. | Clothing - Nomex Shirts, Pants, etc. | 6% |

3. **Accountable Property**--DNRC defines accountable property as "Major Equipment" consisting of property items, such as capital equipment, which meet all the following criteria:

- a. A useful life of more than one year, and
- b. Identity which does not change with use, and
- c. Is identifiable and separately accounted for, and
- d. Is classified as "sensitive" property. and
- e. Has a unit cost of \$5,000.00 or more.

All accountable property items must be returned to the issuing cache or be documented on a F-1004 "Report of Unserviceable, Lost, Stolen, Damaged or Destroyed Property" form.

Completion of the F-1004 form is required for each fire where it has been determined that lost, stolen, or extensively damaged **DNRC-OWNED RESOURCES** occurred. Determination for the need of the F-1004 will normally be made after the completion of the fire activity. This form will become part of the F-1000 "Incident Report" files. The F-1004 does **NOT** need to accompany resource resupply orders.

NOTE: PLEASE REFERENCE THE NWCG INTERAGENCY INCIDENT BUSINESS MANAGEMENT HANDBOOK, CHAPTER 30-PROPERTY MANAGEMENT. ALSO, REFERENCE, NORTHERN ROCKIES INTERAGENCY CACHE POLICY AND NORTHERN ROCKIES CACHE MANAGEMENT PLAN.

C. RESUPPLY OR REPLACEMENT

In an effort to standardize procedures and manage replacement resource orders resulting from DNRC incident activity, DNRC will adhere to the following policy adopted by the Northern Rockies Fire Cache. This policy is consistent with that of other national caches.

1. The Northern Rockies Cache will not honor replacement resource orders more than 45 days after an incident is declared closed (out). **(See Sec. 962 on Field Requisitions for Replacement of Items lost, stolen, etc. on fires.)**
2. Replacement resource orders must be approved by the Area, Forest, etc., responsible for the incident and carry the original incident number and consecutive request number(s) for the incident. (Offices requesting replacement orders will no longer be able to assign their own incident number, as this will be done by the approving office.)
3. In addition to moving towards standardization of the National Cache System, this policy will result in the following benefits:
 - a. Improve accountability.
 - b. Improve timely submission of costs to responsible units.
 - c. Reduce the amount of documentation to validate replacement orders.
 - d. Establish some control on collateral costs associated with incidents.
 - e. Reduce confusion currently experienced with multiple incident numbers, S numbers, and management codes.
 - f. Reduce the high number of challenges to fire billings.
4. The intent of the Northern Rockies Fire Cache is to procure, store, and ship equipment and supplies for use in fire suppression and other emergency management activities.

Effective July 20, 1995 the Northern Rockies Fire Cache no longer will honor orders for National Fire Equipment System (NFES) cache items that are not directly related to incident support. All non-incident support requests should be directed to the GSA, local vendors, or other agency sources of supply or procurement. Non-incident support orders include requisitions associated with project work and normal seasonal restocking.

Orders accepted by the R-1 Fire Cache will be classified and filled under the following guidelines:

- a. Category 1 Orders (Incident Support)--Orders will be processed as expeditiously as possible. Shipments will be through the most cost-effective manner to meet required delivery times.
- b. Category 2 Orders (Replacement Orders)--Orders will be processed only after completion of Category 1 orders. First option should be to replace items at the Incident. Replacement orders will not be honored more than 45 days after an incident is declared out (if submitted prior to the 45 days they will be honored). Replacement orders must be approved by the Forest or Unit responsible for the incident and carry the original incident number and consecutive request number(s) for the incident. No property items can be replaced through the fire cache. If non-consumable items are being replaced, DNRC will need a statement explaining what happened to the item(s).
- c. Category 3 Orders (Emergency/Project/Presuppression)--If projects are recurring, every attempt must be made by the unit with the activity to procure needed items through regular sources. The Region 1 Fire Cache is not set up as a stores account; DNRC's main mission is to support fire. DNRC realizes that certain emergencies arise throughout the year. These cases can be discussed with the Cache Manager on a one-to-one basis.
- d. Category 4 Orders (Pre-Position)--Agreements that have already been established with the Fire Cache such as 250-person base units, radios, Incinet, finance/plans/logistics kits, and medical kits will still be honored. New requests will have to be negotiated with the Cache Manager or Computer Specialist (Radios & Incinet Kits) on a case-by-case scenario.